

## Procedures for Generators to Start GenComm of 1348-1A & HWPS

The following procedures are provided on how to initiate automated turn in with an installation/activity:

1. Ask the generator what system they are using for hazardous waste.

A. The systems that currently can provide automated turn-in and have help line assistance for the generator on how to do automated turn-in are:

- (1). The Hazardous Material Management System (**HMMS**) utilized by AFMCs, NADEPs, MCLBs, and Army Depots. HMMS Helpline Email: [hotline@hmms.com](mailto:hotline@hmms.com)
- (2). The Hazardous Substance Management System (**HSMS**) utilized by the Army and Navy. WWW: [http://aec.army.mil/prod/usaec/et/p2/hsms\\_01.htm](http://aec.army.mil/prod/usaec/et/p2/hsms_01.htm)
- (3). The Hazardous and Toxic Substance Control Module (**HTSCM**) utilized by Army Material Command. HTSCM Helpline Email: [amcisa@htscm.com](mailto:amcisa@htscm.com)
- (4). The User-Based Army National Guard System (**U-BANGS**) utilized by the Army Guard. UBANGS Helpline phone: (616) 961-4541 or dsn 932-4541. WWW: <http://www.u-bangs.ngb.army.mil/>
- (5). The Hazardous Waste Tracking System (**HWTS**) utilized by Fort Lewis, WA, Yakima Training Center, WA, Fort Wainright, AK, Fort Richardson, AK, Fort Greely, AK, and Fort Drum, NY. WWW: <http://www.cecer.army.mil/td/tips/browse/products.cfm>
- (6). The Air Force Environmental Material Information System (**AF-EMIS**) utilized by 168 AF Installations. EMIS Helpline phone: (877) 423-3647 (EMIS version 7.0 or greater) WWW: <http://afemis.resdyn.com/>
- (7). The Vandenburg AFB **Entrack** system, local to VAFB.
- (8). The Hill AFB Waste-In Tracking System (**WITS**), local to Hill AFB.
- (9). The DLA Defense Supply System (**DSS**) utilized for HM Inventories by DLA Depots.

2. If the generator has **HSMS 2.4, EMIS, HMMS, HTSCM, HWTS, WITS, Entrack** or **UBANGS**, the DRMO needs to:

A. Assist the generator in getting their GenComm login and password. The login request goes via email or fax to DRMS-CA (L. Thrall) [ShipHQ@mail.drms.dla.mil](mailto:ShipHQ@mail.drms.dla.mil) Fax dsn 932-4584 DRMS-CA logs and forwards to DRMS-DDS Security who assigns the login and password, the "genship" access in DAISY and notifies the generator. The DRMO then assists the Generator in initially changing their password. The temporary password provided by DRMS must be changed prior to sending the first GenComm file.

The GenComm login request form for DoD personnel is located at:  
<http://www.drms.dla.mil/environmental/genform.pdf>

B. Once the generator has their login and password, the generator needs to work with their helpdesk on creating and sending the GenComm file to the DRMO.

C. When the generator states to the DRMO that they are ready and are sending the file, the DRMO should contact their Zone Environmental Service Manager for assistance on how to receive the file, use the SHIP due-in report, receive into DAISY and create the BOSS HXH delivery order. The Zone Environmental Service Manger should draw from DRMOs already performing these functions to assist. Further help is available from the DRMS help line, DSN 932-4999, Roxanne Plane, DSN 932-5899, or Lanie Thrall, DSN 932-5872.

3. If the generator system is not identified above, the generator needs to have their software developer contact DRMS-BE to create and test the GenComm files.

**Procedures for Generators to Start GenComm of 1348-1A & HWPS**

4. If the generator does not have an automated hazardous property system, recommend they consider installing a system for automated turn-in to DRMO.

Randy Smith  
DRMS Environmental Business Unit Leader  
dsn 932-5898, comm (616) 961-5898, fax 932-4793